

1 Put these words into the spaces in the paragraph below:

offices allowed gradual back forever added started pandemic

The boss of Twitter has told many of his employees that they can work from home (1) _____ if they want to. CEO Jack Dorsey told many workers on Tuesday that they will be (2) _____ to work from home even after the coronavirus (3) _____ ends. A Twitter spokesperson said: "Opening offices will be our decision. When and if our employees come (4) _____, will be their [decision]." Twitter was one of the first companies to allow workers to work from home after the COVID-19 pandemic (5) _____. The spokesperson said it would not be, "one of the first to return to (6) _____. Twitter said most of its offices would not open before September. It (7) _____ when they do open, it would be "careful, intentional, office by office and (8) _____".

2 Put these words into the spaces in the paragraph below:

bosses few emphasis happen position role platforms anywhere

Twitter said it was in a good (9) _____ to have many of its workers working from their home. It is an online company so many employees and (10) _____ can contact each other on video conferencing (11) _____ like Zoom. The company said: "We were uniquely positioned to respond quickly and allow folks to work from home, given our (12) _____ on decentralization and supporting a distributed workforce capable of working from (13) _____. It added: "The past (14) _____ months have proven we can make [working from home] work. If our employees are in a (15) _____ and situation that enables them to work from home and they want to continue to do so forever, we will make that (16) _____."

3. SYNONYM MATCH: Match the following synonyms:

1. boss
2. allowed
3. ends
4. come back
5. gradual
6. position
7. respond
8. emphasis
9. workforce
10. forever

- a. importance
- b. return
- c. permitted
- d. react
- e. for good
- f. head
- g. step-by-step
- h. employees
- i. is over
- j. situation

4. PHRASE MATCH:

1. they can work from home forever

2. they will be
3. Opening offices will be our
4. it would not be one
5. office
6. Twitter said it was in
7. employees and bosses can contact
8. We were uniquely positioned
9. capable of working from
10. they want to continue to do

- a. by office
- b. of the first
- c. so forever
- d. each other
- e. decision
- f. if they want to
- g. anywhere
- h. a good position
- i. allowed to work from home
- j. to respond quickly